

FREDERICK COUNTY PLANNING COMMISSION

Minutes of Meeting for
Wednesday, June 9, 2021

Virtual Meeting

See video for further meeting details: <http://frederickcountymd.gov/5956/Video-Archives>

Members Present: Sam Tressler, Vice-Chair; Craig Hicks, Secretary; Joel Rensberger, Michael Sowell, Carole Sepe.

Members Absent: Sharon Suarez, Chair; Terry Bowie.

Staff Present: Mike Wilkins, Development Review Director; Kimberly Golden Brandt, Livable Frederick Director; Mark Mishler, Traffic Engineer; Kathy Mitchell, Senior Assistant County Attorney; Graham Hubbard, Principal Planner; Ashley Moore, Principal Planner; Cody Shaw, Principal Planner; and Karen James, Administrative Specialist.

The meeting was called to order at 9:31 a.m.

1. **PLEDGE OF ALLEGIANCE** Mr. Hicks

2. **ROLL CALL** Mr. Tressler

3. **MINUTES TO APPROVE**

May 12, 2021 – Mr. Tressler asked if there were any changes or additions. Two changes/corrections were made by Ms. Sepe. Mr. Hicks moved to accept the minutes with the two changes/corrections, Mr. Rensberger 2nd.

VOTE	<u>5-0-0-2</u>
FOR:	5 – Tressler, Rensberger, Sepe, Sowell, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	2 – Bowie, Suarez

4. **PLANNING COMMISSION COMMENTS**

Mr. Rensberger asked if the Planning Commission was getting closer to returning to in-person meetings. Mr. Wilkins said there may be a move toward a hybrid-type meeting with a mix of in-person and virtual. The topic is still being explored.

5. **AGENCY COMMENTS / AGENDA BRIEFING**

Mr. Wilkins updated the group on the upcoming July 14, 2021 meeting. There are four Development Review items tentatively scheduled.

Ms. Sepe asked for an update on the charrette sessions being held for the South Frederick Corridors plan. Ms. Brandt responded that the sessions have concluded and videos of the sessions and other materials are posted on the plan webpage. John Dimitriou, Livable Frederick Design Principal Planner, is continuing his work on the draft plan. Ms. Brandt will

provide the South Frederick Corridors Plan website link to the Planning Commission.

6. PRELIMINARY PLAN

- a) *Days Range* – The Applicant is requesting Preliminary Plan and Adequate Public Facilities approval for 15 single family residential lots, to complete a 123.54-acre subdivision. Located on the south side of Windsor Road, and Oriole Drive extended.
Tax Map 97 & 106, Parcels 1 & 114, Zoned: R-1, Planning Region: Urbana S-1113 (PP262869, A262875, F262870)

Staff Presentation:

Graham Hubbard, Principal Planner

Applicant Presentation:

Dan Snyder, Pleasants Development
John Mazelon, Fox and Associates

Ms. Sepe had questions regarding a discrepancy in lot sizes, which will be addressed. Mr. Hicks asked if there were use restrictions, and asked about the two lots with “wet soil” issues, as did Mr. Sowell.

Public Comment:

None

Decision: Mr. Hicks made a motion to approve, as per the conditions as listed in the staff report. Mr. Rensberger 2nd.

<u>VOTE</u>	<u>5-0-0-2</u>
FOR:	5 – Tressler, Rensberger, Sepe, Sowell, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	2 – Bowie, Suarez

7. COMBINED PRELIMINARY/FINAL PLAT

- a) *Arcadia Business Park – Lots 6A and 6B* – The Applicant is requesting Combined Preliminary/Final Plat approval to subdivide an 8.329 acre lot into 2 lots. Located at 4715 and 4725 Arcadia Drive.
Tax Map 86, Parcel 175, Lot 6, Zoned: LI, Planning Region: Adamstown S-1140 (PL261815, A261816, F261817)

Staff Presentation:

Graham Hubbard, Principal Planner

Applicant Presentation:

Fran Zeller, Harris, Smariga and Associates
Danny Severn, St. John Properties

Mr. Hicks had questions regarding set-backs and entrances. Mr. Hubbard addressed these questions. Mr. Rensberger asked about street tree requirements. These have been met. Ms. Sepe indicated her questions were answered during the presentation. Mr. Sowell asked about water and sewer. Mr. Zeller indicated that since the buildings are already in place, this is not an issue.

Public Comment:

None

Decision: Mr. Rensberger made a motion to approve, as per the conditions as listed in the staff report. Mr. Sowell 2nd.

VOTE	5-0-0-2
FOR:	5 – Tressler, Rensberger, Sepe, Sowell, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	2 – Bowie, Suarez

8. SITE PLAN

- a) *Liberty Corners, Dunkin Donuts* – The Applicant is requesting a Change of Use of an existing bank to a restaurant (Coffee/Donut Shop) and office on a 0.73 acre site. Located at 9138 Walnut Street, southeast of the intersection of Main Street and Walnut Street.
Tax Map: 51, Parcel: 166 & 167; Zoned: Village Center (VC); Planning Region: Walkersville SP89-07 (AP# SP260110 APFO# A260071 FRO# F260093)

Staff Presentation:

Ashley Moore, Principal Planner

Applicant Presentation:

Bill Brennan, B&R Design Group
Robert Shaffer, Shaffer Properties & Development

Mr. Rensberger questioned the street tree requirements not being met due to easements in place. He and Ms. Sepe expressed concern regarding traffic. Mark Mishler, Traffic Engineer, addressed these concerns and shared traffic study reviewed by the State Highway Administration. Ms. Sepe also asked if modification letters were needed with regard to landscaping. Mr. Wilkins addressed this question, as did Kathy Mitchell, Senior Assistant County Attorney. Mr. Sowell asked if there was significant runoff due to the topography. Mr. Hicks inquired as to how the traffic analysis was conducted. Mr. Mishler then explained. Mr. Hicks also expressed concerns about traffic circulation (drive thru, parking and loading). Pedestrian circulation was discussed, as well as, location of handicap parking.

Following Applicant Presentation, there was further discussion. After Mr. Shaffer spoke to the Commissioners, Ms. Sepe asked if the Planning Commission could continue the discussion. It was suggested by Mr. Wilkins to take a break for lunch. By unanimous vote it was then decided to return to "*Liberty Corners, Dunkin Donuts*" following the break.

Break for lunch at 11:53 a.m. Return at 12:49 p.m.

Public Comment:

Three callers left comments which were read to Planning Commission members.

Mr. Brennan addressed comments which included traffic concerns. Mr. Shaffer addressed current tenants and their plans to remain.

Ms. Sepe suggested a change to the parking spaces. Mr. Hicks expressed concern with currently having two handicap spaces and later reducing it to one. Mr. Sowell talked about the size of the community with regard to traffic concerns and Mr. Rensberger asked about the exiting of the property onto Main Street.

Decision: Mr. Sowell made a motion to approve, as per the conditions as listed in the staff report and include the recommendation made to flip the handicap parking spaces. Mr. Hicks 2nd.

<u>VOTE</u>	<u>4-1-0-2</u>
FOR:	4 – Tressler, Rensberger, Sowell, Hicks
AGAINST:	1 – Sepe
ABSTAIN:	0
ABSENT:	2 – Bowie, Suarez

- b) *McNair Landscaping* – The Applicant is requesting site plan approval to establish a limited landscape contractors business. Located at 9225 Waynesboro Road.
Tax Map 3, Parcel 93, Zoned Agriculture, Planning Region: Thurmont SP19-08, AP#19512 (APDO#19513, FRO #19514) *Jerry Muir, Principal Planner*

Staff Presentation:

Cody Shaw, Principal Planner

Applicant Presentation:

Bill Brennan

Public Comment:

None

Ms. Sepe asked about permits. Mr. Shaw and Mr. Mishler explained plans to improve an entrance. Mr. Rensberger asked about the secondary entrance. No questions from Mr. Sowell or Mr. Hicks.

Decision: Mr. Rensberger made a motion to approve, as per the conditions as listed in the staff report. Mr. Hicks 2nd.

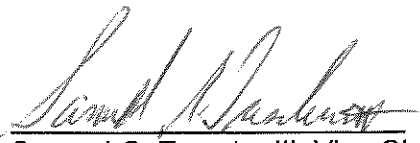
<u>VOTE</u>	<u>5-0-0-2</u>
FOR:	5 – Tressler, Rensberger, Sepe, Sowell, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	2 – Bowie, Suarez

Mr. Wilkins thanked Mr. Tressler and said he did a very good job filling in for the chair.

Motion to adjourn by Mr. Rensberger. Mr. Hicks 2nd.

<u>VOTE</u>	<u>5-0-0-2</u>
FOR:	5 - Rensberger, Sowell, Tressler, Sepe, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	2 - Bowie, Suarez

Meeting adjourned at 1:40 p.m.
Respectfully Submitted,

	<u>8/11/21</u>
Samuel G. Tressler III, Vice Chair	Date